

Thursday 8th January 2026
Balsall Common u3a Executive Committee Meeting
St Peter's Church Hall
3.30pm -5.15pm

In attendance

David Thomas (DT) Sandra Heard (SH) Diane Holleran (DH) Liz Cowley (LC) Sheila Jones (SJ) June Slatter (JS) Vivienne Waterer (VW) Mick Gill (MG) Sean Bryan (SB) Ernie Taylor (ET)

1. Apologies

Juliet Hancox (JH) Jayne Taylor (JT)

2. Welcome 2 New Treasurers

Sean Bryan Treasurer No 1. Members meetings and Invoicing.
Ernie Taylor Treasurer No 2. Groups

3. Minutes of previous Meetings

Minutes of previous meeting approved by the Committee. Proposed by Sandra Heard and seconded by David Thomas.

4. Matters Arising.

Mick Gill has pointed out he is only the lead on the Anniversary planning and not all functions.

Race Night. A success. £241,90 Money in. £212.20 Money out. Made £29.70 credit.

We will possibly run this again as it was very entertaining. November. as in the last 2 years seems to work. Can't have more than 60 people because of time needed in taking/paying bets. (MG)

There has been an account set up with monies to fund events. (DT)

The new poster has been waiting to be distributed when the website goes live. This will be delivered to the Village Halls and Library etc. (JS)

The committee decided we need to advertise more and June is willing to take on the job. If this gets too much for one member the committee must be informed to help.

It was suggested we need to buy Canva a computer program which will help us to generate our own leaflets etc. This program will cost £100.00 The committee thought it would be money well spent. June helped Peter Calver with the website and is therefore able to use Canva. Which will be raised in the Group Leaders meeting. (JS)

Although we have recruited 48 new members without advertising this last year.

Policies on Visiting Members is to be deferred until March Committee meeting.(SH)

Age UK link. This has been chased on TAT but with Christmas and New Year it is still not the correct contact email and now we have a new website that also is not up to date. Diane has done everything requested but TAT have stated that this takes a while to catch up on all amendments. Diane will keep chasing. (DH)

With reference to the list of Committee members on TAT we can only use the list on the portal. Diane has therefore substituted Sean and deleted David as treasurer but cannot record Ernie Taylor or Mick Gill. TAT says this is no problem as long as the form is complete that is all they need. (DH)

All Committee members have now had their new email addresses logged onto the Charity Commission web site, but it was pointed out that our old web site address and old contact email is shown if entered through Google. Therefore Diane will find out how this can be amended. (DH)

5. Website

Access to Policies.

See Chair's report as copied below...

Policies and other Documents.

Just to remind everyone that all of our policies are stored on the website under 'Documents'. You will also find our Constitution and Committee minutes in this area of the website. Under 'Coordinators advice' you will find our Insurance and Public Liability documents, as well as helpful resources for our group leaders.

June confirms they are all on the web site. (JS)

6. Groups.

Groups meeting Thursday 29th January 2026.

Vivienne has contacted all group leaders and there is only one not come back to her.

Vivienne is also away before the Groups meeting and therefore will send out an email to all group leaders to reply to Sandra Heard.

(VW) (SH)

The food will be the same as last year. (JS)

Peter Calver will explain the new Website to group leaders and then have a Q&A session. He does not want anyone trying to log on as he will then have to deal with passwords. The leaders can then update at home.

They will be given instructions on working the site. (JS) (PC)

After the demonstration we can come back in 6 months time to see if anything needs changing.

Sandra will ask at the meeting for the group leaders email addresses or send out an email.

(SH)

Groups Loans.

For a new group or extra funding for groups, the committee needs a proposal and nothing should be done until this is accepted by the committee.

New Pilates Group

This would be midweek mornings £5 - £7.50 per session.

We need to know style and suitability for the age group. (MG)

We need to check the TAT funding for groups, Jean Jackson the Regional chair at TAT can answer all questions. (MG)

7. Chairs Report.

The summary of roles Appendix.

It was mentioned that Membership Secretary does not deal with the No. 5 role. This is done by the Treasurer, and needs amending.

Sandra has advised me, she has now deleted No 5 from her list, and added it to the Treasurers Role.

8. Treasurers Report.

The Hire of halls needs to go to the correct treasurer. June will make the changes clear to everyone. (JS)

June is Vice Treasurer for both No 1 and No 2 Treasurer. (JS)

Take David off the Charity website. (DH)

David not now on TAT (DH)

David will not attend future meetings but will continue in a consulting capacity until the AGM in May 2026. (DT)

9 Future Events.

Meeting at Mick Gills at 2pm Thursday 15th January for ideas and suggestions.

10. Any other business.

Risk Assessments all in, except Music Appreciation which will be in by the end of the month. We now cover our Insurance Commitments.

Meeting concluded @ 17.15pm

Date of next meeting: **Thursday 5th March 2026**

Signed.....*E R Cowley*.....Date.....*5th March 2026*.....